

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
TUESDAY, AUGUST 17, 1999  
3:30 A.M.**

Commissioners Present: Kathy Campbell, Chair  
Bob Workman  
Linda Steinman  
Bernie Heier  
Larry Hudkins

Others Present: Kerry Eagan, Chief Administrative Officer  
Dave Kroeker, Budget & Fiscal Officer  
Dennis Banks, Attention Center Director  
Michelle Schindler, Attention Center Deputy Director  
Greg Pettibone, Project Manager for the new Juvenile  
Detention Facility  
Kit Boesch, Human Services Administrator  
Jim Hille, Sinclair Hille & Associates Inc.  
Liz Kuhlman, Sinclair Hille & Associates Inc.  
Kevin Clark, Sinclair Hille & Associates Inc.  
Ann Taylor, County Clerk's Office

**AGENDA ITEM**

**1 ASSESSMENT CENTER UPDATE - Kit Boesch, Human Services Administrator**

Kit Boesch, Human Services Administrator, distributed an Assessment Center Update addressing the following topics (Exhibit A):

a. Assessment Tool

Boesch reported the committee has determined that the Broward County, Florida screening tool, which was piloted for a period of 30 days, does not meet the needs of Lancaster County, which is more conservative in terms of placement. She indicated the Nebraska State Probation and Polk County, Iowa screening tools will be piloted for the next 30 days and assessed for their effectiveness.

Heier stated that of the 41 youth assessed using the Broward County, Florida screening tool, 23 were determined suitable for placement in a non-secure facility, 14 for release and 3 for detention (1 youth was not accounted for).

Boesch noted that the recommendation of release actually referred to a release to a program such as electronic monitoring or to a day or evening reporting center.

Banks stated these youths were placed in detention instead, as these alternatives to detention are not currently available.

b. Process/Procedures

Boesch reported that discussion at the third large Assessment Center group meeting focused on target audience, staffing and Assessment Center functions. The next meeting will be held in October, with drafting of policies and protocols in the meantime.

c. Families First & Foremost Grant and It's Relationship to the Assessment Center Process

Boesch stated a direct relationship between the Families First & Foremost Grant, a community-based grant that focuses on children's mental health needs, and the Assessment Center process is anticipated in terms of function and targeted youth.

She reported that six professional partners will be placed with systems in the community (two in the Juvenile Probation Office, two in the Child Protection and Safety Division of the State Department of Health and Human Services (HHS) and two with the Lincoln Public Schools) as part of the Families First & Foremost Grant. These individuals will serve as mentors and provide case management and wrap around services for identified families.

Campbell noted that an update on the Families First & Foremost Grant will be placed on the County Board's agenda each month.

d. Alternatives

Boesch gave a brief status report on alternatives made possible through grants from the Nebraska Crime Commission and Juvenile Accountability funds (Exhibit A).

Campbell suggested that the Juvenile Court Judges and Renee' Dozier, Detention Expediter, be invited to join Boesch and two members of the County Board for a brown bag lunch in September to receive an update on the Assessment Center, alternative programs and criteria for placement.

The Board concurred and requested Boesch to coordinate scheduling.

**2 ARCHITECTURAL UPDATE - Jim Hille, Sinclair Hille & Associates Inc.**

a. Budget

Jim Hille, Sinclair Hille & Associates Inc., reported the budget includes a seven percent contingency and a three percent inflation factor. These funds may be used to pay down the bonds if construction bids do not exceed projections. He indicated that he will be meeting with Dennis Banks, Attention Center Director, and Michelle Schindler, Attention Center Deputy Director, to identify deduct alternatives, elements that may be deducted without compromising the scope of the project, should it be necessary to do so to stay within the budget.

Hille stated utilities will be located along Dairy Drive, which is a public right-of-way. The County will be responsible for the cost of bridging those utilities to the property line. He stated this will be defined as a separate contract and must meet the design standards of the City's Public Works Department.

b. Schedule

Hille stated the construction project will be placed out for bid in November, with an eighteen month construction period anticipated. He also projected a two to three month transition period, once construction is completed, to allow for testing of electronic security equipment and staff training.

Campbell requested that the Transition Team try to schedule an Open House for the public during this time period.

Workman inquired how this schedule fits with the lease for the Airpark facility.

The Board requested Dave Johnson, Deputy County Attorney, to review the lease and report back to the Board.

c. Food Service

Hille reported that Morrow Food Service has completed its assessment of the Jail's ability to make adaptations necessary to be able to deliver food to the new detention facility utilizing a cook/chill process.

Hille requested formation of a sub-committee to review food service options, operational costs and flexibility factors and make recommendation to the Board.

Heier and Steinman, Chair and Vice-Chair of the Board of Corrections, agreed to serve in this capacity.

d. Conventionally Bid Model

Hille stated the pool of contractors that can bond for the project is limited, due to the size of the project. He noted, however, that three construction companies with experience in construction of correctional facilities have expressed interest in the project, to date.

Hille recommended the County proceed with a conventional contract, rather than utilizing the Construction Manager as Contractor method.

e. Exterior Materials

Hille displayed samples of proposed exterior material, indicating their use on artists' renditions of the exterior of the new juvenile detention facility and the building elevations. He indicated that two tones of brick will be used on the front of the building, with a shift in materials to pre-cast, stained concrete on the sides and back.

In response to a question from Heier, Hille stated epoxy paint will cover the concrete block interior walls, adding to its durability. A fiberbond material will be used in the education core area and quarry tile wainscoting will be used in the main corridor areas.

Hudkins questioned whether sufficient space exists for future expansion for inclusion of the Juvenile Courts with the proposed positioning on the lot. He indicated his preference that the facility be moved farther back towards the lot line.

Hille stated this could be done, but there will be additional costs for extension of utilities and paving.

In response to a question from Heier, Hille stated access to the facility will be restricted.

Hille suggested scheduling a walk-through of the plans with the Juvenile Court Judges.

Campbell suggested that a brown bag luncheon focusing on this topic also be scheduled in September with the Juvenile Court Judges and members of the Justice Council.

Dennis Banks, Attention Center Director, agreed to coordinate scheduling with Kit Boesch, Human Services Administrator.

### **3 INTERLOCAL AGREEMENTS WITH OTHER COUNTIES FOR USE OF THE FACILITY - Dennis Banks, Attention Center Director**

Dennis Banks, Attention Center Director, questioned whether sufficient steps have been taken to attract other counties to utilize the facility, on a contract basis.

The Board requested Banks to draft a letter to other counties indicating the schedule for opening and offering a tour of the facility, prior to the opening of the Assessment Center.

### **4 ADJOURNMENT**

By direction of the Chair, the meeting was adjourned.

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Bruce Medcalf  
Lancaster County Clerk